

**April 2016 CIP Meeting Minutes**  
**12:00 pm – 5:00 pm (Central Time)**  
**Red Rossa – Pierre**

**Attending:** Judge Myren, Judge Percy, Lisa Fleming, Corey Brubakken, Kate Kelley, Virgena Wieseler, Vicki Burger, Lisa Fleming, and Susan Compaan

**Staff:** Sara Kelly and Justin Goetz

**Absent:** Roxie Erickson, Becky Morlock-Reeves, Raquel Franklin and Rep. Tim Johns

Judge Myren called the meeting to order at 12:20 pm.

**Introductions:** Committee members introduced themselves to Judge Percy, as this was her first in-person meeting. Judge Percy introduced herself to the committee.

**November 2015 meeting minutes:** There were no changes or corrections noted, minutes were approved as written.

**CIP Grants:**

- Possible award amount cap on the grants: Sara Kelly asked the committee's thoughts on having a dollar amount cap for the CIP training and data grants. Several CASA program directors have asked the question, prior to sending staff and volunteers to trainings or purchasing new data collection software. Sara shared the past award amounts with the committee to give an idea of how much has been awarded in the past. Judge Myren suggested a limit on the number of people that attend the National CASA conference to two. Virgena Wieseler suggested a limit of \$1500 - \$1800 for local training. Judge Myren suggested \$7,500 cap for the data grant and if there is a need for over that, Sara will take the request to the full committee for approval or denial. The committee agreed on the suggested caps for the training and data grants.
- Sub-recipient reporting requirements: Sara Kelly informed the committee of the Governor's Internal Control Initiative, the SD Bureau of Finance & Mgmt. is developing a risk assessment for all state agencies that award funds to outside agencies. Darci Bible, with the UJS Budget and Finance Office has attended meetings that give direction to agencies on the assessment and what is need for reporting. Sara will share this information with the committee when it is available.
- Set date for CIP grant awards: Sara Kelly stated a conference call meeting is needed to set the award amounts to the CASA programs for the CIP Basic grant. The grants are due May 4 and the fiscal year cutoff date for grant disbursement is June 10. Judge Myren asked that a meeting wizard email be sent out and a date set from that. Sara will do this.
- CIP Annual meeting is August 29 & 30 – in Washington, DC: Sara Kelly informed the committee of the annual meeting date and asked if anyone is interested. An agenda is not out yet, but will share it once it is available.

Judge Percy stated she is interested, depending on the agenda. Virgena stated she will have a department staff person attend.

- CIP Grant and Strategic Plan: Sara Kelly stated a new strategic plan is due this year, previous years the grant is due by August 31, but no confirmation yet. Once a directive is received from the federal program specialist, Sara will share that with the committee.

#### **Updates:**

- Human Trafficking sub-committee: Sara Kelly stated the first meeting is July 14. The Capacity Building Center has held webinars to discuss the courts involvement in the new guidelines, Sara will continue to attend the webinars and report to the committee as needed.
- Reporting child abuse/neglect training video: Sara Kelly reported the Go Live date is set for July 1, on DSS website. Sara will talk to the UJS IT to see if it is possible to add the link to the UJS-CIP webpage.

#### **2016 Children's Justice Conference:** Sara Kelly gave an update on the conference.

- Contracts signed Keith Edmonds – Keynote – “Perseverance Born From Adversity”, Dr. Sue Cornbluth – “Parent Empowerment, Parenting Beyond Trauma”, Dr. Jerry Yager “Developmental Consequences of Maltreatment and Implications for Intervention” & VJ Smith – “Simple Choice Big Rewards”
- Venues set: Hilton Garden Inn – Rapid City, September 13 and Sioux Falls Convention Center – Sioux Falls, September 15.
- Save the Date cards: Will go out first part of June
- Website <http://ujscjc.sd.gov/> : website will be updated and ready for registration the first part of June
- Books received Keith Edmonds – “About a Baby-Story of a Child Abuse Survivor” Cornbluth “ Building Self Esteem in Children” VJ Smith “Do You Hear What I See”
- Other items for discussion: Sara asked the committee a preference of bag color and logo. The committee decided on a blue bag, with black and white lettering. Virgena suggested having a foster youth draw a picture and have it on the bag. Virgena will contact the Independent Living Specialist to get a picture or two. Judge Myren suggested having the foster youth that designs the logo to come to the conferences and be recognized. Sara asked if the committee wanted to do the timeliness wheel and if so what other timelines should be on it. The wheel has date of removal, review hearings and final dispositional hearing. Judge Myren suggested having recommended timeline for adjudication.
- Judge Myren suggested to Judge Percy that they make personal contacts to other judges and state's attorneys to attend the conference. Judge Myren also suggested a travel reimbursement for attorneys to attend, Sara will check into this. Judge Myren also suggested continuing a continuing education option for attorneys that have certified with the A&N Attorney Training. Sara stated the PJ policy would need to be amended to reflect the

continuing education requirement. Virgena stated she will have DSS staff reach out to the attorneys that are assigned to cases and encourage them to attend. Virgena and Vicki Burger will contact the State's Attorney Association president, Aaron McGowan and Treasurer Paul Bachand regarding state's attorneys attending.

#### **Legal Representation Evaluation:**

Sara Kelly stated she is working on a survey for judges and other professional groups, to get a baseline for future re-evaluation surveys, possible training or other resource information. Sara stated the Capacity Building Center is assisting with survey questions.

#### **A&N cases that have GDN for "permanency":**

Sara Kelly stated while doing case file reviews, she noticed that some counties leave the A&N case open after the child had a guardianship placement and other counties close the A&N and open a Guardianship case for the placement. The issue that Sara found was leaving the A&N case open, there haven't been hearings after the guardianship placement and the case sits open with no activity. Justin Goetz, UJS staff attorney presented information on state statute (see attachment). The committee discussed in length the pros and cons of leaving the A&N open or closing it and opening a guardianship case. Virgena Wieseler and Vicki Burger stated DSS is discharged from the A&N upon guardianship. If a guardianship is subsidized, DSS meets with the guardian and updates the subsidized agreement. The recommendations from the committee are to use the guardianship order to close the A&N case, flag the guardianship cases and relate it to the A&N case. Sara and Justin will follow up on the administrative duties and report back to the committee for any need for follow up.

#### **CIP Committee Members**

- Sharon Kallemeyn: Sara Kelly state Sharon retired and is no longer on the committee. Sara asked if a new representative is needed and if so, asked for names. The committee decided to not fill the vacancy at this time. Sara will request a letter from the Chief thanking her for her time to the committee. Corey Brubakken will get Sharon's address to Sara.
- Education representative: Judge Myren asked Sara to contact the Aberdeen School District Superintendent – Dr. Becky Guffin.
- Mental Health representative: Virgena Wieseler stated she spoke to Terry Dosch and will follow up with him.
- Foster Youth: Virgena recommended a foster youth for the committee and will get the names from the Independent Living Specialist.

**Other Business:**

Virgena Wieseler spoke to the committee about the upcoming Child and Family Service Review (CFSR). Virgena spoke about time to permanency and the issue of cases not having a petition to terminate parental rights. Judge Myren suggested a presentation on the areas needing improvement for a judicial training. Sara Kelly will discuss this with Denise Wilson, Judicial Branch Educator, and get it on the training calendar. Sara stated she will check with the Odyssey case management system and confirm there is an event for the petition so it can be easily tracked.

Virgena also commented on the upcoming new federal ICWA reporting requirements. Virgena will share this when it is available. Sara will review Odyssey events to see what can be tracked and reported on. Virgena and Sara will discuss this further as it develops.

**Fall 2016 meeting:** October 19, 2016, in Pierre. (Red Rosa)